



## Lamar University – M.Ed. in Educational Technology Leadership

### Field-based Activities Monthly Report: Log

**Instructions:** Enter the total number of internship hours that you had worked at the start of the month in the upper right cell. Remember that you must log a **minimum of 100 hours** of field-based experience. For each month, enter a brief description of your internship activities for that week in the top row. Enter the ISTE Technology Facilitation standard(s) and Indicator in the second row. Use the third row for each week to report meetings and communications that you had with your site mentor. (Meetings with parents, administrators and/or coworkers that are related to your project work should be noted in the activities row for the day.) Enter the hours you worked for each week at the end of the row. Total the month's hours, then enter the total number of internship hours that you have worked as of the end of the month. There needs to be a minimum of 33 Campus- or District Supervised Activities that encompasses the 33 ISTE Technology Performance Indicators and eight Technology Facilitation Standards.

Date: <u>January 2012</u> month:		Total Internship hours at the start of the month:	
			1092.75
Week	Functions	Description	Hrs
1	Week's Activities	UPS battery out in PeIMS office, switches did not stay up during power bleep; located replacement batteries, ink, requested quotes, submitted for approval, then submitted orders. Added new student and lunchroom users to appropriate systems. Input updated calendar and menu data in old and new website preparing for launch. Offsite, Website Analyst, reported our website as telling him it is out of space. He logged in and worked on it a while. Phone system discussion with Representative and pricing parts to upgrade servers. Domain controller very sluggish	47.5
	Standard/Indicator	TF-VII.A.1, TF-VII-A.8, TF-VII.B.3 & 7, TF-VIII.B & C, TF-V.D.4	
	Communication with Mentor	Switches, UPS's, phone system, bandwidth, ink for remainder of year and beyond. Inadequate storage space, network bandwidth and switching issues prevent, wireless, BYOD, @ that students and teachers should be embracing to prepare for successful college and careers.	
2	Week's Activities	Replaced faulty battery in PEIMS office, TxEIS updates installed, Ana & Teri issues with Gradebook/TxEIS resolved by switching to Firefox. Updated CIMP's and DIMP with statistics from latest statewide AEIS reports and printed final copies for administrators to send to printing. JTeleco and Jive ERATE phone system reviews.	46.1
	Standard/Indicator	TF-VII.A.1, TF-VII.B.5-7, TF-VI.E., TF-VIII, TF-VIII.D.1-7	
	Communication with Mentor	Discussed Free and Reduced Lunch count #'s and effect on E-RATE application discounts/ service changes that should be requested on the 471 application to insure operations and allow expansion of capabilities for classroom technology use. Discussed bill tallies for year 14 E-RATE Reimbursement Request #1 and budget remainder of the year. Estimates for services next year based upon increased rebate percentages. E-RATE Bid Closing Jan. 30 <sup>th</sup> – send reminder to vendors. Final changes requested for DIMP and CIMP's.	
3	Week's Activities	Email Archive backup- N5200 issue- appears to be working. Mailbox full issues/notified staff to delete old emails in deep OWA options. Research alternate firewall/email filter/page filter service. Test created CentOS server on hyper-V of LILD. Not enough space to load OS. Backed up all servers. Inserted Hot Spares for 2 <sup>nd</sup> Hyper V host. Perfected unattended	

		scheduled backups of TxEis DB onto another server share. Made sure Career Day presenters have appropriate equipment at their disposal and internet access for their devices. Participated in Class link webinar (ipad management interface) to begin research on deploying BYOD.	<b>47.1</b>
	<b>Standard/Indicator</b>	TF-VII.A.6-8, TF-VIII.D.1-7	
	<b>Communication with Mentor</b>	# of Career Day presenters, presentation schedules, equipment and internet access (open sites) needed by presenters. SHARS discussion with Bettin/Lubbock.	
<b>4</b>	<b>Week's Activities</b>	Edit Comp.Ed to input in CIMP & DIMP. K.T worked over the NT 5200 to get it going again. Participated in Carl Hooker iPad deployment Webex. Power outage Jan.25 <sup>th</sup> . Went in at 6:30 AM and started shutting @ down. Got servers off before they crashed; however, HSCLAB UPS did not work, battery bad. GVEC had to come deal with power associated tower issues. 2 machines did not come back (Kim and Phyllis in warranty). R3 trainer called and said OnTrack for EOC tests had to be setup in Project Share to utilize for EOC preparation and that she would provide individualized training. Setup (3) Math teachers, (2) Science Teachers, and (1) History teacher with courses, access, & initial login. Arranged for R3 trainer to train them. Interview with Gabriel from Walker.com for Phone system (5 days to closing date). Configuration issues Mr. Ehrlich dual credit Adobe Connect session.	<b>46.55</b>
	<b>Standard/Indicator</b>	TF-V.A..1-2, TF-VI.B, TF-V, TF-V.I.E, TF-VII.A(most pieces), TF-V.C.4—8, TF-V.D.1-4, TF-VII.A.4, TF-VII.A., TF-IV.B.1, TF-II.A.1-3	
	<b>Communication with Mentor</b>	Possible phone system pro's and cons of systems presented by Dods. After power outage re-iterated importance of phone system that stays up whether or not we have power. Must input teacher information for Project Share OnTrack to provide teacher/student access for STAAR assessment preparation. Comp.Ed additions to CIMP and DIMP	
<b>5</b>	<b>Week's Activities</b>	2 days in January for week 5. Accepted final quotes for phone systems, put away until time to review all together and document appropriately. Testing registration issues, called Pearson to work through them. Checked backups, finished ontrack course setup, notified teachers and Mrs. Blocker. Registered students for Eng. I and Eng. III EOC assessments.	<b>19.5</b>
	<b>Standard/Indicator</b>	TF-V.A..1-2, TF-VI.B, TF-V, TF-V.I.E, TF-VII.A(most pieces), TF-V.C.4—8, TF-V.D.1-4, TF-VII.A.4, TF-VII.A., TF-IV.B.1, TF-II.A.1-3	
	<b>Communication with Mentor</b>	Discussed readiness for online testing, placed EOC testing kids into groups for on Online testing registration site. Discussed schedule for R3 trainer and teachers on-site Project Share Training.	
<b>Hours worked this month:</b>			<b>166.75</b>
<b>Total Internship hours to date including this month:</b>			<b>1259.5</b>

January was a very busy month, both at school and in my classes. Updating my knowledge about the different phone systems, about the different ways they can be implemented and how best to meet the needs of our campus with a better performing phone system while continuing to get the Project Share courses setup and training implemented, in addition into online training about iPad deployment as it might relate to deploying either Android or Windows pads has been interesting. For now, the best course of actions is to get the telephone system off and out of the switches, continue to work with that vendor to resolve faulty switch issues, and keep the wireless tower project. If we can get back bone

Patricia Startz: SID: L20052259 9th Monthly report January 2012.

issues resolved without servers dying, then with next year's budget, we can begin updating the server farm to better support a wireless/ BYOD initiative. The switch company has agreed to exchange the faulty switches for models with 10G connectivity to the core in order to alleviate the issues associated with aggregating ports. There is the matter of additional cords and internal server 10Gig NICS and a few other details to iron out.